



City of Annapolis

Annapolis Heritage Commission

145 Gorman Street
Annapolis, MD 21401-2535
c/o Lisa Craig

Annapolis Heritage Commission

June 5, 2013

The Annapolis Heritage Commission (AHC) of the City of Annapolis held its June 5, 2013 meeting at 145 Gorman Street Conference Room 3. **Chairman** Mack called the meeting to order at 5:34pm.

Commissioners Present: **Chairman** Mack, Haight, Worden, McWilliams, Ramirez

Commissioners Absent: Holland, Bowen, Clark, Engelke, Hayes-Williams, Cropper

Staff: Craig-Board Liaison

A. Minutes of the Previous Meeting

The April 24, 2013 meeting minutes along with the June 5, 2013 meeting minutes will be voted on at the August 7, 2013 meeting.

B. OLD BUSINESS

1. Street Names – Status Report

Chairman Mack reported that he and Ms. Hayes-Williams met with Mr. Jon Arason regarding the criteria for street names. He indicated that the meeting went well and Mr. Arason volunteered to notify the ACH when the Department receives a request to change or name a street as a courtesy. He suggested documenting the comments in a Memorandum of Understanding for future reference. Mr. Arason also expressed interest in receiving feedback on the street naming process from the ACH. There was a brief discussion regarding the process. Ms. Craig clarified that honorary street naming or things that are out of P&Z control are addressed by Public Works. It was noted that Middle Street will be changed to George and Marion Phelps Lane. **Chairman** Mack agreed to prepare an outline of criteria for street naming for the ACH to review and comment on at their August 7, 2013 meeting.

2. Staff Report – Living Landmark Honorees, R-3-13 and O-22-13 Update

Ordinance O-22-13

Ms. Craig reported that ordinance O-22-13 was established to change the Commission's name from Annapolis Historic Markers to Annapolis Heritage Commission. The ordinance will be heard at the Rules Committee on June 11, 2013 at 5:30pm. She does not anticipate any opposition to the ordinance.

Resolution R-3-13

Ms. Craig updated the AHC on the resolution advocating that Annapolis be named the home for the Continental Congress Center. She spoke with Aldermen Pfeiffer regarding the resolution and briefed him that this resolution is being considered by the AHC. As a result, **Chairman** Mack, Alderman Pfeiffer and Mr. Croati will meet on July 16, 2013 at 2:00pm to discuss the resolution as well as the Continental Congress Festival. She has provided Alderman Pfeiffer a balance briefing on the resolution because he was not aware of it. In the meantime, the resolution will be pulled until there is a consensus.

Living Landmarks Honorees

Ms. Craig reported that of the five honorees, the Mayor accepted four and one will be honored next year. The recipients will be contacted by the Mayor and the event will be hosted at the Calvert House on the August 1, 2013 at 4:30pm.

3. Historic Preservation Division Strategic Planning – 2014 Priorities for AHC

Ms. Craig clarified that Ms. Ramirez raised the issue of the need for a survey or inventory of neighborhood resources. She decided to develop a Historic Preservation Division Strategic Plan since there was no plan in place and this plan would include all the items that a good historic preservation office should do. She and Ms. Thiemer-Brown developed the plan for the AHC to review and to add items that they believe are relevant. This will be framework by which budget requests and educated decisions will be made. She will be meeting with the Historic Annapolis, Inc. to have a focus discussion on this plan as well. **Chairman** Mack suggested that the AHC develop a list of current priorities and long-term priorities.

C. ADMINISTRATIVE

1. AHC Organization Chart

Chairman Mack expressed an interest in establishing an Advisory Committee and recommended Ms. McWilliams, Mr. Worden and Ms. Hayes-Williams to serve as members. He would like these members to also attend the Resolution meeting along with himself, Alderman Pfeiffer and Mr. Croati.

F. ADJOURNMENT

The next meeting is scheduled for Wednesday, August 7, 2013 at 5:30pm at 145 Gorman Street, Conference Room 3. With there being no further business, Mr. Worden moved to adjourn the meeting at 8:04pm. Ms. McWilliams seconded the motion. The motion passed unanimously in a vote of 5-0.

Tami Hook, Recorder